

**Town of Perryville
Town Meeting Minutes
June 1, 2021**

ATTENDANCE: Mayor: Matthew Roath., Town Commissioners: Michelle Linkey, Timothy Snelling, Christina Aldridge, Assistant Town Administrator: Cathy McCardell, Finance Director: Debra Laubach, Police Chief: Robert Nitz, Town Attorney: Fred Sussman, Town Clerk: Jackie Sample.

Remote Board Participation: Commissioner Taylor

Remote Public Participation: Tara Blevins, William Voss.

The Town Meeting in its entirety can be listened to on the Town's web site at www.perryvillemd.org.

The June 1, 2021, Town Meeting was called to order at 7:00 p.m. by Mayor Roath.

Pledge of Allegiance

Approval of Remote Participation Request

Motion was made by Commissioner Aldridge and seconded by Commissioner Linkey to approve the remote participation request for Commissioner Taylor. **All in Favor: Motion Carried.**

Mayor Roath asked for the record to reflect that Commissioner Taylor was attending remotely via speaker phone.

Commissioner Aldridge announced that she received a text from Commissioner Taylor that there was no audio.

The remote participation request was voted on again after fixing the audio.

Motion was made by Commissioner Aldridge and seconded by Commissioner Linkey to approve the remote participation request for Commissioner Taylor. **Roll Call Vote,** Commissioner Snelling, Aye, Commissioner Aldridge: Aye, Commissioner Linkey, Aye, Mayor Roath, Aye, Four in Favor: **Motion Carried.**

Mayor Roath announced that Commissioner Taylor was attending remotely via speaker phone and confirmed that Commissioner Taylor could hear us and that the board could hear him and announced that all votes would be taken by roll call vote.

Approval of the Town Meeting Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve the June 1, 2021 Town Meeting Agenda as written. **Roll Call Vote:** Commissioner

Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Mayor Roath, Aye
Commissioner Taylor, Aye, **All in Favor: Motion Carried.**

Approval of Consent Agenda

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve the consent agenda consisting of the May 4, 2021, Town Meeting Minutes, May 5, 2021, Town Meeting Minutes, the May 18, 2021, Work Session Minutes. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Mayor's Roath's Report

- Attended 5/18 Work Session and was sworn in as Mayor
 - o Made commissioner appointment changes
 - Public Safety- Commissioner Linkey
 - Water & Wastewater- Commissioner Taylor
 - Public Works & Parks&Rec- Commissioner Snelling
 - Planning & Zoning- Commissioner Aldridge
 - Administration, Finance & Engineering- Myself
- Past 3 weeks I've met with (phone or in-person):
 - o Brad Willis from Perryville Volunteer Fire Department
 - o Chief Nitz and Lieutenant Reno from Perryville Police Department
 - Had a group meeting with staff & officers on Wed 5/26. Accompanied by Commissioner Linkey
 - o Ralph Ryan Town Engineer
 - Discussed the basis for a traffic and parking study intended for downtown and other 'trouble' areas in Perryville
 - o Cathy McCardell Assistant Town Administrator
 - o Morgan Miller Executive Director of CCPL
 - Discussed staff training services that CCPL provides
 - o LeAnne McKay of local Lions Club looking for opportunities of volunteerism
 - o John Albanese President Perryville Little League to discuss the field and other synergies between the Town of Perryville and the Perryville Little League
 - o Local & Corporate representatives from Great Wolf Resorts
 - Discussed their upcoming groundbreaking
 - They asked for assistance in referring local restaurants/food trucks interested in providing food services for the construction crews when work begins.
- Northern Map Turtle population
 - o Invited by Lynn Tumminello & Debra Thompson to join them in welcoming Mr. Richard Seigel from the Dept. of Biological Sciences at Towson University. He

was invited to Perryville regarding Lynn and Debbie's belief that there was a population of endangered Northern Map Turtles near their condominium complex. Mr. Seigel quickly confirmed that there was indeed seemed to be a large grouping of nesting Northern Map Turtles and shared some ideas on further study and conservation of this newfound population.

- I'd like to thank Ms. Tumminello and Ms. Thompson for bringing this population to our attention and for including me in the meeting.
- Handful of conversations with developers and representatives regarding the opportunities Perryville provides. Some new projects, some old and some reimaged.
- He also had the opportunity to attend the Local Legion Memorial Day Ceremony yesterday.

Commissioner Linkey inquired if we had a date for the groundbreaking ceremony yet, to which Mayor Roath responded he did not that was not shared with him, however, they do expect it to be this month.

Commissioner Reports

Commissioner Aldridge's Report -

Commissioner Aldridge apologized if she misses any details for her report, she left her notebook at home. She reported that she met with Ms. Battaglia and Charles Hicks on Friday, May 28th to discuss any updates with Planning and Zoning. There was nothing substantial that needed to be noted tonight, but any updates can be found on the website. The 1st Friday Cruisers was discussed, along with the Farmers Market on Saturdays. One of the vendors coming in sell microgreens, which from what she is hearing are very good and are hard to come by.

Commissioner Snelling corrected Commissioner Aldridge on the days of the Car Cruisers, it is the 3rd Friday's not the 1st Fridays of the month.

Commissioner Snelling's Report -

Commissioner Snelling stated that his report will be brief. Due to scheduling conflicts, he has not been able to have his initial meeting with the Supervisor of Public Works, Aaron Ashford, but intends to do that as early as tomorrow. Commissioner Snelling reported that Public Works employees completed the fire hydrant flushing. Commissioner Snelling also attended the Memorial Day Ceremony and the dedication of the new Monument at the Perryville Legion Post 135.

Commissioner Linkey's Report

Commissioner Linkey reported that she did speak with the Chief several times by phone and had met the other officers, along with the mayor, as he had stated in his report. Commissioner Linkey reported that she also attended the Memorial Service, and it was a

beautiful ceremony, and the weather was great. She also attended the Snackle Shop Grand Opening, which has a good variety of snacks and tackle. She deferred the Police Report to Chief Nitz since he was here to present it. She stated that she did talk to the woman that the mayor had asked her to talk to and she is following up on that. Commissioner Snelling had asked for the feline information, and it is the Chesapeake Feline Association, and she will email him the number and email address.

Mayor Roath asked what the Snackle Shop is serving.

Commissioner Linkey responded that it is Ice Cream and candy, ice, sodas, water, and live bait.

Commissioner Taylor's Report

Commissioner Taylor reported that the Wastewater Plant was in full compliance with the NPDES discharge for the month of April 2021, and May 2021, with the May lab results received to date and a total of 18 million gallons of sewage was treated. The Water Plant was also in compliance with MDE regulations with the lab results to date, and a total of 10.1 million gallons of water was generated for the month. There is an issue that has come about regarding an annual Water Quality task that we must do to maintain our compliance with MDE regulations. The test cannot get completed until the water rises to a certain point. The only company that is authorized to perform the test for the State of Maryland informed us last month that they have raised the price of their test an additional \$15,000. It appears that we have enough money in our contingency funds that we will not have to make a budget amendment for this additional cost.

Commissioner Aldridge asked how long ago it was that they decided to up the price.

Commissioner Taylor responded that they raised the price last month but had not given us any warning that the price was going to be raised before they did it.

Treasurer's Report - Debra Laubach

Ms. Laubach reported that she has been doing a detailed analysis of our budget to date versus actual. If you take out the denitrification project and the sewer expansion project, it looks like town wide between the three funds we should be very close to being budgeted and balanced. The denitrification and sewer expansion projects go over seven different years. With the budget amendment tonight, we are going to get everything on board with what the actual numbers look like and go from there. This is the month that we renew our LGIT insurance policy with them, which 90% of our insurance is through except for special bonding. A loss control credit survey was filled out by us ahead of time and the answers on the survey gave us a \$1,784 credit toward our premium. She has also been attending virtual meetings being held by the National League of Cities that are trying to keep everyone informed and keeping the municipalities up to date on what is happening with the American Rescue Act. The information is very slow in coming out and very vague. IRS issued an Interim Final Report about two weeks ago and keeping it open for about thirty days for input from the various government agencies for their feedback and

suggestions before they finalize it. Ms. Laubach stated that what was determined was that any Municipality with less than 50,000 residents, the funding would come directly from the State, not from the Federal Government. We would be getting ours from Maryland, who have thirty days to disperse it to the various Municipalities. She has filled out the form to get our funds directly deposited to us to speed up the process. We have been notified that the actual amount may vary slightly from what was originally projected, which was 3.69 million dollars, so it could go up or down from there.

Commissioner Snelling asked if she had an idea of when the funds would be released.

Ms. Laubach responded that the report was opened up a couple of weeks ago and she assumes that the State would have acted quickly on it, and if so, the funds would go to them quickly from the IRS and then they have to disperse them to us within thirty days. We will get one half of the total allotment; the other half comes to us one year from when the first half was dispersed.

Commissioner Linkey inquired if she had heard anything from Cecil County on the other reimbursement for COVID.

Ms. Laubach responded that she had sent a couple of emails to them, but had not gotten any response, they could not find her original paperwork, so she resubmitted it.

Commissioner Linkey asked about the railroad leases.

Ms. Laubach explained that upon doing an analysis a while ago we came across two railroad leases that were originally with B&O Railroad, they have since been taken over by a management company. The only contact that we have with them is through an email that they send us once a year with the invoices. Upon researching the leases, we discovered that the original leases were only supposed to be \$50 a year, we did not find any escalation clauses or addendums in those leases, they are now charging us \$1,000 a year with no explanation. She has emailed them requesting documentation and has gotten no response and has also sent them all of our documentation that she has found including a plat that shows an easement that is not even owned by B&O anymore, we believe it was transferred to Olde Town. Since we have gotten no response, we are going to wait for the invoice to come up again and send them a refusal of payment until we receive documentation from them.

Mayor Roath brought up concerns regarding the large amount of money that will be coming into the Municipalities over the next year or two. He is questioning whether they are reimbursements or a time allotted amount of money that we have to spend on certain things.

Ms. Laubach responded that as she originally stated they have been very vague with their guidelines. It appears that there are guidelines on what you can spend it on, such as infrastructure, and approximately five or six other things that you could spend it on. You would need to show that they were COVID related expenditures or that they affect an area that is not serviced well. They have also come out with a list with what cannot be paid out with this

money, and one of them was the reduction in the taxes. Hopefully as things progress and things are finalized the guidelines will be more established.

Mayor Roath expressed his concern that with the money that is coming into the Municipalities and the access to contractors that the bid process is going to be manipulated to be very high. He asked if Ms. Laubach could speak to her colleagues in that organization to find out how to combat those inflated prices from coming in. He has talked to the MD Department of Commerce, and nobody really seems to have any answers on how to handle that, he just wants to make sure that we are getting the value of what is being pumped into our Municipality.

Ms. Laubach stated that it does appear that we do not have to spend the 1st amount before they disperse the 2nd half of the funding to us.

Police Report - Chief Nitz

Chief Nitz stated that his full report can be found on-line. We are still working with the FBI/MD State Police for transition to the new NIBRS (National Incident Based Reporting System) the system, replacing the long standing UCR, (Unified Crime Reporting) system. Training has been scheduled for next week, on June 8,9, and 10 for training for the new system. He has applied for a couple of grant opportunities, one is through the GOCCP and two others through the MD Highway Traffic Safety Office. The one through the GOCCP, the body armor grant ,will be a 50% match, spread out over the year around \$4,000 that we could possibly be entitled to get back. The other one is for a DUI Enforcement Grant for \$1,400, and then a pedestrian and bicycle enforcement grant which he would like to partner with our Outreach Program to teach the kids proper bicycle safety and pedestrian safety. Our first half of firearm qualifications were completed. There was a small fire reported on the pier on May 3rd and the investigation was assumed by the State Fire Marshal's Office and it was classified as accidental. He is not sure if he needs to have a copy of the case file for insurance purposes, deferring that to Ms. McCardell.

Ms. McCardell responded that we would need that case file information.

Chief Nitz reported that he also attended the Memorial Day service along with some of his fellow officers.

Commissioner Snelling inquired what pier it was that caught fire, to which Chief Nitz responded that it was the pier at Rodgers Tavern.

Outreach Report - Danielle Hemling

Ms. Hemling reported that they had 168 kids, with two new members, for the month and 160 donated meals to the kids for the month of May. Our staff met with the newly hired officers to discuss what Outreach Program is all about and how they are an integral part in fulfilling the mission. We participated in the Third Friday's event and were successful in raising over \$100 for Outreach with a 50/50 raffle. Ms. Jane stopped by to assist with making crafts for gifts for Mother's Day. Four of our members entered an essay contest put on by the American Legion

Auxiliary. Two members both one prizes and certificates, winning first and second place, and one of the members one first place in the district. We have been doing our garden, which is doing quite well. Community service for the month included OP cleanup and trash pickup. Our life skill lessons were growing food and cooking lessons. There will also be a cookout at the Perryville Police Station on June 12th with our officers. We are planning two trips this year for our members that have participated in community service and life skill events throughout the year, one for the older members, which is Hershey Park, and another trip scheduled for the younger members.

Commissioner Linkey inquired if the essays that won had been posted on Facebook or anything.

Ms. Hemling responded that she actually has not gotten them back, but there were pictures posted on our Facebook page with their awards and she can send them to Cathy to be posted on the Town's Facebook page.

Mayor Roath asked what the essays were about.

Ms. Hemling responded that it was a challenging one, about how Veterans lives are affected through healthcare and family relationships after leaving the military.

Commissioner Aldridge asked if there were any referrals this month, to which Ms. Hemling responded that there were not.

Mayor Roath asked what the age group ranged from for the Outreach Members, to which Ms. Hemling responded is ages 8-18.

The Planning and Zoning and Engineers Report can be found on-line.

From the Floor

There were no comments or questions from the floor.

Old Business

Amendments to Budget Amendment Ordinance 2021-08

Ms. Laubach stated that Budget Amendment Ordinance 2021-08 was introduced in May and since that time we needed to add an additional amendment to that for legal and accounting in the amount of \$17,000, which should cover us until the end of the year.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Amendment K to Budget Amendment Ordinance 2021-08. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Mayor Roath, Abstain, Commissioner Taylor, Aye, **Four in Favor: 1 Abstain (Mayor Roath): Motion Carried.**

Budget Amendment Ordinance 2021-08

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Budget Amendment Ordinance 2021-08. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Abstain, **Four in Favor: 1 Abstain** (Mayor Roath): **Motion Carried.**

Ms. Laubach gave an overview of the Budget Amendment for Mayor Roath.

Collette Water Service Agreement

Mayor Roath stated that we have a request for a motion for a Water Service Agreement between Collette's LLC. and the Town of Perryville, he asked if we have a motion.

Commissioner Aldridge asked for an update on what was going on with the agreement since she was not at the recent Work Session.

Commissioner Linkey responded that we had wanted the information to be supplied that other properties that are out of town limits have provided for water connection, actual engineered drawings, and at that point Collette's had not provided that. The Town Engineer and the DPW Supervisor had requested to have engineered drawings along with some other things.

Commissioner Aldridge inquired if we have that now.

Ms. McCardell responded that we do not have engineered drawings, our engineer had stated that there was insufficient amount of information that was on the drawing that was attached to the water service agreement.

Mr. Sussman mentioned that he had not gotten back to Collette's Attorney after the Work Session because he was waiting to see what was happening here tonight as to the action that you were going to take. If the board does not feel that the agreement is not sufficient to address the issues brought forth by the Engineer and Wastewater Superintendent then he would go back to Collette's Attorney and let him know that the agreement that was tentatively talked about and signed off on by Mr. Collette has not been accepted because of various given reasons, and here is a revised agreement of the changes to the current agreement consistent with the direction from the Mayor and Commissioners.

There was no further discussion, Mr. Sussman presented options regarding motions, depending on whether they chose to approve or not approve the agreement.

Motion was made by Commissioner Aldridge and seconded by Commissioner Linkey to direct the Town Attorney to revise the proposed water service agreement consistent with direction from the Town Engineer and Wastewater Plant Superintendent and provide that back to Collette's Attorney on behalf of the Town. Discussion: Commissioner Linkey wanted to make clear that it appears that we all want the connection to happen we just want it to work for both the Town and its citizens and for Mr. Collette and the service he is trying to provide to his location. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

New Business

Waterfowl Hunters Request

Mayor Roath responded that we had a request from a local hunter to add two additional blinds at the Town Park and possibly eliminate the ones not being used contingent upon approval from DNR.

Motion was made by Commissioner Linkey and seconded by Commissioner Snelling to add two additional blinds at the Town Park and possibly eliminate the ones not being used contingent upon approval from DNR. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Perryville High School Request - Cathy McCardell

Ms. McCardell responded that the Perryville High School had contacted us looking for a donation in the amount of \$2,000 toward the purchase of yard signs for the 189 Perryville High School students graduating this year, and we have \$6,000 in our community promotions that we have not spent.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to donate \$2,000 to the Perryville High School for the graduating seniors. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Employee Health Insurance - Cathy McCardell

Ms. McCardell stated that each year she meets with our health care insurance broker to discuss our options of health insurance for the year. We currently have Care First Blue Choice Advantage, and she is proposing Care First Blue Choice Advantage again with a smaller deductible in the amount of \$2,000/\$4,000, there is a 3% increase, and we have 5% in our budget, which is proposal #1. Proposal #2 has the higher deductible \$3,000/\$6,000, but the cost would be higher to the Town then it would be to the employees, therefore, she is requesting Proposal #1.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to approve Care First Blue Choice Advantage with the lower deductible as recommended by staff. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Ethics Board Vacancy - Cathy McCardell

Ms. McCardell explained that we currently have a vacancy on our Ethics Board, and we have received three resident applications, Dianne Fox, Michelle McKay, and Carol Pearson. We are looking for the board to appoint one member to the Ethics Board and two as alternates, or one as an alternate.

Commissioner Aldridge inquired if this was discussed at the Work Session since she was not at that one.

Commissioner Linkey responded that it was, however, we did not have all of the applications. She had reached out to all three of these women and thinks that all of them would be good candidates. Dianne Fox has had previous experience on the Ethics Board, and was on the Perry Point Ethics Board, and she would probably defer to Dianne Fox because of that experience.

Discussion Ensued.

Commissioner Aldridge questioned whether there would be a conflict of interest with one of the potential candidates who was actively promoting Mayor Roath's Mayoral campaign.

Ms. McCardell responded that it would not.

Commissioner Aldridge commented that she would have questioned that if she would have had the same situation occur, she just wanted to make sure that was ok.

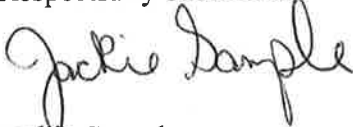
Mr. Sussman announce that if they decided to approve two alternates, he would suggest that they designate who is the first alternate and who is the second alternate.

Commissioner Taylor mentioned that he would also support Dianne Fox because of her wealth of experience based off her application it would be a good fit for the Town.

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to appoint Dianne Fox to the Ethics Board. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Motion was made by Commissioner Snelling and seconded by Commissioner Linkey to have Michelle McKay as the first alternate and Carol Pearson as the second alternate to the Ethics Board. **Roll Call Vote:** Commissioner Aldridge, Aye, Commissioner Snelling, Aye, Commissioner Linkey, Aye, Commissioner Taylor, Aye, Mayor Roath, Aye. **All in Favor: Motion Carried.**

Motion was made by Commissioner Linkey and seconded by Commissioner Aldridge to adjourn the June 1, 2021, Town Meeting at 8:04 p.m. **All in Favor: Motion Carried.**

Respectfully submitted,

Jackie Sample
Perryville Town Clerk

**Statement Regarding June 15, 2021 Closed Meeting for Inclusion in Minutes of
June 1, 2021 Town Meeting**

On June 15, 2021 the Mayor and Commissioners of Perryville conducted a closed meeting at 7:42 p.m. at the Town Hall meeting room in accordance with General Provisions Article, §3-305(b) (1) (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction or (ii) any other personnel matter that affects one or more specific individuals, to discuss a leave of absence request from an employee. In addition to Mayor Roath, Commissioners: Linkey, Taylor, Snelling, and Aldridge, Assistant Town Administrator, Cathy McCardell, and Town Clerk: Jackie Sample attended the entire closed session. Discussion of a vacancy of the Town Administrator position who will be resigning the end of June 2021 and how to go about filling the position. There were no votes taken during that session.

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to adjourn the Closed Session at 8:15 p.m. **All in Favor: Motion Carried.**

**Statement Regarding June 22, 2021 Closed Meeting for Inclusion in Minutes of
June 1, 2021 Town Meeting**

On June 22, 2021 the Mayor and Commissioners of Perryville conducted a closed meeting at 7:47 p.m. at the Town Hall meeting room in accordance with General Provisions Article, §3-305(b) (1) (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction or (ii) any other personnel matter that affects one or more specific individuals, to discuss a leave of absence request from an employee. In addition to Mayor Roath, Commissioners: Linkey, Taylor, Snelling, and Aldridge, Assistant Town Administrator, Cathy McCardell, and Town Clerk: Jackie Sample attended the entire closed session. Continued discussion of a vacancy of the Town Administrator position who will be resigning the end of June 2021 and how to go about filling the position. **Motion** was made by Commissioner Taylor and seconded by Commissioner Snelling to establish a committee to go over resumes and do a first round of interviews, and the committee is to include the Mayor, Commissioner Linkey and three members of the public to be named later, or up to three members of the public who we have named now, if we do not get those to serve we can look at more, right now the three candidates would be former Mayor Steven Pearson, former Mayor, James Eberhardt, and Henry Barrett of the Planning Commission. **All in Favor: Motion Carried.**

Motion was made by Commissioner Taylor and seconded by Commissioner Aldridge to approve the recommendation for the next payroll to start the employee's salaries at the beginning of next year's FY 2022 budget in July. **All in Favor: Motion Carried.**

Motion was made by Commissioner Taylor and seconded by Commissioner Linkey to adjourn the Closed Session at 8:00 p.m. **All in Favor: Motion Carried.**